

NOAA HRMO
WP Version
12/04/1998
rev 07/22/03

RECOMMENDATION FOR RECOGNITION

This form may be used with WordPerfect 6+
Available from NOAA HRMO at <http://www.rdc.noaa.gov/~hrmo>☒ Individual
☐ Group

1. NAME OF EMPLOYEE (Press TAB to move quickly to next blocks) Troy D. Kleffman		2. SOCIAL SECURITY NUMBER																
3. ORGANIZATION ABERDEEN SD		4. ACCOUNTING CLASSIFICATION CODE STRUCTURE																
		4a. Bureau 14	4b. Organization 20-30-9659-00-00-00															
		4c. Fiscal Year 2014	4d. Project M8M5J10															
		4e. Task PP5																
		5. PERIOD OF RECOGNITION October 2013 through March 2014																
6. TYPE AND AMOUNT OF RECOGNITION:																		
<table border="0"><tr><td><input checked="" type="checkbox"/> Special Act or Service Award</td><td>\$ \$300.00</td><td><input type="checkbox"/> Administrator's Award</td></tr><tr><td><input type="checkbox"/> Special Operating Unit Award</td><td></td><td><input type="checkbox"/> Diversity Spectrum Award</td></tr><tr><td><input type="checkbox"/> Time Off Award</td><td>(number of hours)</td><td><input type="checkbox"/> Distinguished Career Award</td></tr><tr><td><input type="checkbox"/> Spot Award</td><td>Level (indicate Level A, B, or C)</td><td><input type="checkbox"/> Technology Transfer Award</td></tr><tr><td></td><td></td><td><input type="checkbox"/> Other:</td></tr></table>				<input checked="" type="checkbox"/> Special Act or Service Award	\$ \$300.00	<input type="checkbox"/> Administrator's Award	<input type="checkbox"/> Special Operating Unit Award		<input type="checkbox"/> Diversity Spectrum Award	<input type="checkbox"/> Time Off Award	(number of hours)	<input type="checkbox"/> Distinguished Career Award	<input type="checkbox"/> Spot Award	Level (indicate Level A, B, or C)	<input type="checkbox"/> Technology Transfer Award			<input type="checkbox"/> Other:
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<input type="checkbox"/> Spot Award	Level (indicate Level A, B, or C)	<input type="checkbox"/> Technology Transfer Award																
		<input type="checkbox"/> Other:																
7. NARRATIVE (If you need additional space, attach another sheet. Please print or type.) Troy Kleffman distinguished himself as Senior Forecaster at the Aberdeen, SD National Weather Service Office from October 2013 through March 2014. Troy continues to do an excellent job maintaining AWIPS and GFE. He is proactive in completing Tech Orders in a timely fashion without supervision. He routinely troubleshoots IT issues for items such as BOIVerify and Impact Based Warnings (IBWs) Warnngen templates. Troy is clearly an asset to this office and the National Weather Service. CITATION: For outstanding support of the office's AWIPS program.																		
8. NOMINATOR [if not the Immediate Supervisor] (signature, typed name, and phone number <u>required</u>)			DATE:															
9. IMMEDIATE SUPERVISOR (signature, typed name, and phone number)			DATE:															
10. REVIEWING OFFICIAL (signature, typed name, and phone number if required by LO/SO)			DATE:															
11. APPROVING OFFICIAL (signature, typed name, and phone number) James Scarlett, MIC 605-225-0519			DATE: 3/26/14															
Block No.	Instructions & Definitions Click to View Instructions Online																	
# 1. Name of Employee	If group award, put "See Attached List" in Blocks 1- 4, and 6. Attach list with corresponding information for each nominee.																	
# 4d. Project	The 7 character CAMS project code. Example: - 5 2 N S 1 G L																	
# 4e. Task	The 3 character CAMS task code. Example: - P 0 0																	
# 5. Period of Recognition	The timeframe during which the contribution was made.																	
# 7. Narrative	Describe employee's accomplishments in concise, non-bureaucratic language; commensurate with amount of proposed award.																	
Submission	Forward original to your servicing HR Office																	
Filing	File original in Employee's Performance File (EPF).																	

PRIVACY ACT STATEMENT -- Immediate Supervisor must provide Name and Social Security Number of Employee to ensure accurate recording and processing of this Award. The original form is to be filed in the Employee's Performance File which may be maintained and safeguarded by the supervisor, in accordance with CFR 293. The information is also maintained in accounting systems to process and reconcile disbursement of funds.

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1. NAME OF EMPLOYEE (Press TAB to move quickly to next blocks) Amy L. Parkin		2. SOCIAL SECURITY NUMBER	
3. ORGANIZATION ABERDEEN SD		4. ACCOUNTING CLASSIFICATION CODE STRUCTURE	
		4a. Bureau 14	4b. Organization 20-30-9659-00-00-00
		4c. Fiscal Year 2014	4d. Project M8M5J10
		4e. Task PP5	
		5. PERIOD OF RECOGNITION October 2013 through July 2014	
6. TYPE AND AMOUNT OF RECOGNITION:			
<input checked="" type="checkbox"/> Special Act or Service Award \$ \$300.00			
<input type="checkbox"/> Special Operating Unit Award			
<input type="checkbox"/> Time Off Award (number of hours)			
<input type="checkbox"/> Spot Award Level (indicate Level A, B, or C)			
<input type="checkbox"/> Administrator's Award			
<input type="checkbox"/> Diversity Spectrum Award			
<input type="checkbox"/> Distinguished Career Award			
<input type="checkbox"/> Technology Transfer Award			
<input type="checkbox"/> Other:			
7. NARRATIVE (If you need additional space, attach another sheet. Please print or type.)			
<p>Amy Parkin distinguished herself at the Aberdeen, SD National Weather Service Office from October 2013 through March 2014. Amy was instrumental in planning and preparation for the 2014 Women in Science Conference in Aberdeen SD. Working extensively with external partners and Congressional representatives; they were able to develop a successful program to introduce nearly 350 young women to science based careers. The leadership role taken by Amy was instrumental in making this conference a success. Thanks!</p> <p>CITATION: For successfully organizing and leading the 2014 Women in Science Conference.</p>			
8. NOMINATOR [if not the Immediate Supervisor] (signature, typed name, and phone number required)			DATE:
9. IMMEDIATE SUPERVISOR (signature, typed name, and phone number)			DATE:
10. REVIEWING OFFICIAL (signature, typed name, and phone number if required by LO/SO)			DATE:
11. APPROVING OFFICIAL (signature, typed name, and phone number) James Scarlett, MIC 605-225-0519			DATE: 3/26/14
Block No.	Instructions & Definitions Click to View Instructions Online		
# 1. Name of Employee	If group award, put "See Attached List" in Blocks 1- 4, and 6. Attach list with corresponding information for each nominee.		
# 4d. Project	The 7 character CAMS project code. Example: - <u>5</u> <u>2</u> <u>N</u> <u>S</u> <u>1</u> <u>G</u> <u>L</u>		
# 4e. Task	The 3 character CAMS task code. Example . - <u>P</u> <u>0</u> <u>0</u>		
# 5. Period of Recognition	The timeframe during which the contribution was made.		
# 7. Narrative	Describe employee's accomplishments in concise, non-bureaucratic language; commensurate with amount of proposed award.		
Submission	Forward original to your servicing HR Office		
Filing	File original in Employee's Performance File (EPF).		

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1. NAME OF EMPLOYEE (Press TAB to move quickly to next blocks) Lisa Jo Johnsen		2. SOCIAL SECURITY NUMBER																
3. ORGANIZATION ABERDEEN SD		4. ACCOUNTING CLASSIFICATION CODE STRUCTURE																
		4a. Bureau 14	4b. Organization 20-30-9659-00-00-00-00															
		4c. Fiscal Year 2014	4d. Project M8M5J10															
		4e. Task P95																
		5. PERIOD OF RECOGNITION October 2013 through March 2014																
6. TYPE AND AMOUNT OF RECOGNITION:																		
<table border="0"><tr><td><input checked="" type="checkbox"/> Special Act or Service Award</td><td>\$ \$300.00</td><td><input type="checkbox"/> Administrator's Award</td></tr><tr><td><input type="checkbox"/> Special Operating Unit Award</td><td></td><td><input type="checkbox"/> Diversity Spectrum Award</td></tr><tr><td><input type="checkbox"/> Time Off Award</td><td>(number of hours)</td><td><input type="checkbox"/> Distinguished Career Award</td></tr><tr><td><input type="checkbox"/> Spot Award</td><td>Level (indicate Level A, B, or C)</td><td><input type="checkbox"/> Technology Transfer Award</td></tr><tr><td colspan="2"></td><td><input type="checkbox"/> Other:</td></tr></table>				<input checked="" type="checkbox"/> Special Act or Service Award	\$ \$300.00	<input type="checkbox"/> Administrator's Award	<input type="checkbox"/> Special Operating Unit Award		<input type="checkbox"/> Diversity Spectrum Award	<input type="checkbox"/> Time Off Award	(number of hours)	<input type="checkbox"/> Distinguished Career Award	<input type="checkbox"/> Spot Award	Level (indicate Level A, B, or C)	<input type="checkbox"/> Technology Transfer Award			<input type="checkbox"/> Other:
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<input type="checkbox"/> Spot Award	Level (indicate Level A, B, or C)	<input type="checkbox"/> Technology Transfer Award																
		<input type="checkbox"/> Other:																
7. NARRATIVE (If you need additional space, attach another sheet. Please print or type.) Lisa Johnsen distinguished herself at the Aberdeen, SD National Weather Service Office from October 2013 through March 2014. Lisa was instrumental in planning and preparation for the 2014 Women in Science Conference in Aberdeen SD. Working extensively with external partners and Congressional representatives; they were able to develop a successful program to introduce nearly 350 young women to science based careers. The leadership role taken by Lisa was instrumental in making this conference a success. Thanks! CITATION: For successfully organizing and leading the 2014 Women in Science Conference.																		
8. NOMINATOR [if not the Immediate Supervisor] (signature, typed name, and phone number required)			DATE:															
9. IMMEDIATE SUPERVISOR (signature, typed name, and phone number)			DATE:															
10. REVIEWING OFFICIAL (signature, typed name, and phone number if required by LO/SO)			DATE:															
11. APPROVING OFFICIAL (signature, typed name, and phone number) James Scarlett, MIC 605-225-0519			DATE: 3/26/14															
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3. ORGANIZATION ABERDEEN SD		4. ACCOUNTING CLASSIFICATION CODE STRUCTURE	
		4a. Bureau 14	4b. Organization 20-30-9659-00-00-00-00
		4c. Fiscal Year 2014	4d. Project M8M5J10
		4e. Task PP5	
		5. PERIOD OF RECOGNITION October 2013 through March 2014	
6. TYPE AND AMOUNT OF RECOGNITION:			
<input checked="" type="checkbox"/> Special Act or Service Award \$ \$300.00			
<input type="checkbox"/> Special Operating Unit Award			
<input type="checkbox"/> Time Off Award (number of hours)			
<input type="checkbox"/> Spot Award Level (indicate Level A, B, or C)			
<input type="checkbox"/> Administrator's Award			
<input type="checkbox"/> Diversity Spectrum Award			
<input type="checkbox"/> Distinguished Career Award			
<input type="checkbox"/> Technology Transfer Award			
<input type="checkbox"/> Other:			
7. NARRATIVE (If you need additional space, attach another sheet. Please print or type.)			
Kelly Serr distinguished herself at the Aberdeen, SD National Weather Service Office from October 2013 through March 2014. Kelly was instrumental in planning and preparation for the 2014 Women in Science Conference in Aberdeen SD. Working extensively with external partners and Congressional representatives; they were able to develop a successful program to introduce nearly 350 young women to science based careers. The leadership role taken by Kelly was instrumental in making this conference a success. Thanks!			
CITATION: For successfully organizing and leading the 2014 Women in Science Conference.			
8. NOMINATOR [if not the Immediate Supervisor] (signature, typed name, and phone number required)			DATE:
9. IMMEDIATE SUPERVISOR (signature, typed name, and phone number)			DATE:
10. REVIEWING OFFICIAL (signature, typed name, and phone number if required by LO/SO)			DATE:
11. APPROVING OFFICIAL (signature, typed name, and phone number) James Scarlett, MIC 605-225-0519			DATE: 3/26/14
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# 4e. Task	The 3 character CAMS task code. Example: - <u>P</u> <u>0</u> <u>0</u>		
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